



Job Title	Learning Support Assistant
Managed by	Line Manager - Teacher / Head Teacher
Hours	33.33 hours per week
Location	Langside School, Poole

Overall Purpose

To support the teacher in the delivery of the curriculum and support the pupils with personal care needs. To ensure the safekeeping and welfare of all pupils at all times.

Key Duties & Responsibilities

IN RELATION TO PUPILS / STUDENTS

1. To provide personal care support to whatever level is appropriate for the pupil / student.
2. To enable and encourage as high a level of pupil / student independence as possible.
3. To enable and support pupils and students to use their chosen method of communication at all times.
4. To support and enable pupils and students in the classroom to access the curriculum
5. To support pupils and students to access out of school educational experiences.
6. To support and assist pupils and students with their feeding programmes
7. To support and assist pupils and students with their physical exercise and physiotherapy programmes
8. To monitor pupils and students for any changes in behaviour or physical appearance which may give cause for concern.

IN RELATION TO STAFF TEAM

1. Make a positive contribution to Langside's multi-team approach.
2. Support the implementation of programmes initiated by teaching, nursing and therapy staff.
3. Attend any training or meetings which are essential in order to effectively and safely carry out duties but may be additional to contracted hours.
4. Be an active participant in the appraisal system.
5. Act as a positive role model at all times and specifically in respect of new members of staff.

IN RELATION TO MANAGEMENT AND ORGANISATION

1. To actively support the school's policy of continued personal professional development
2. To report any changes in pupil's or student's behaviour or physical appearance which may give cause for concern to the line manager, Senior Nurse or Head Teacher
3. To report all accidents to staff or pupils to line manager or Senior Nurse in line with the school's policy.
4. To ensure all areas and equipment kept as clean as possible.
5. To report any broken or damaged equipment or furniture.
6. To actively support all Langside School and Diverse Abilities Plus policies and working practices

Key competencies / values	Essential / Desirable
• Interpersonal skills	Essential
• Organisations and time management skills	Essential
• Teamwork	Essential
• Clear communication	Essential
• Understands, values and respects people	Essential
• Person centred approach	Essential
• Physical ability to carry out necessary tasks	Essential
• Problem solving	Essential
• Self-management	Essential